

Penn Brook School Building Committee Meeting Minutes

September 3, 2013 - 7:00 PM
Town Hall – 2nd Floor Meeting Room

DRAFT

Committee:

<u>Voting Member</u>	<u>Representing</u>	<u>Present</u>
Ellie Sinkewicz	Building Committee Co-Chair	X
Michelle Smith	Building Committee Co-Chair	
George Comiskey	Citizen	X
Peter Durkee	Highway Surveyor	
Tillie Evangelista	Planning Board	X
Rob Hoover	School Committee	X
Kerry Stauss	Citizen	X
Stuart Egenberg	Board of Selectmen	X
Eric Zadina	Citizen	X
Jeff Wade	Citizen	X
<u>Non-Voting Members</u>		
Carol Jacobs	Superintendent	X
Michael Farrell	Town Administrator	X
Donna Tanner	Principal, Penn Brook School	
Margaret Maher	Principal, Perley School	
Joan Liporto	Finance and Operations Director	
Peter Lucia	Principal, Middle & High School	
<u>Other Attendees:</u>		
Chief Beardsley	Georgetown Fire Department	X
Chief Cudmore	Georgetown Police Department	X
Deputy Chief Ricker	Georgetown Fire Department	X
Barbara Linares	Georgetown School Committee	X
Carl Franceschi	DRA	X
Chuck Adam	Municipal Building Consultants	X
Pat Saitta	Municipal Building Consultants	X

1) Public Comment -

- None

2) Approval of minutes:

- August 6, 2013 and August 20, 2013 minutes were distributed and will be voted on at next meeting

4) Approval of Invoices:

- None

5) **Correspondence:**

- None

6) **Old Business:**

- None

7) **New Business:**

- **Recap of 8/26/13 meeting with Fire Chief:**
 - DRA provided an overview of the meeting. Topics discussed included:
 - NFPA Regulations for access drive
 - Apparatus Size
 - Apparatus turning radius
 - Use of access drive
 - Based on above meetings and continued discussions, DRA recommended access drive be changed to a 12'-0" wide, porous pavement drive, with drainage swales
 - Cost increase is yet to be determined but the range of \$80,000 to \$100,000 was discussed
 - There will be long term maintenance required for the access road that will include possible yearly vacuuming (utilizing a rented street sweeper/vacuum)
 - This will require a resubmission for consideration to the Conservation Commission at its 9/26/13 meeting
 - Committee comments included:
 - Disappointed with late notice of this change but accept that it's better to make this change prior to bid than after the bid (change order)
 - A full Planning Board review would have included a sign off by Police and Fire Departments
 - Could ½" or ¾" stone not be used to accomplish the same thing - Fire Chief indicated he did not believe so.
 - Could this hard surface road now mean the access road could be used for everyday use?
 - Chief Cudmore asked if lighting would be provided along the access road - none is planned
 - Will drive have a chain or a gate - DRA indicated a chain with a paved walkway around the bollards supporting the chain.
 - ***After lengthy discussion a motion was made by Jeff to accept DRA's recommendation to change the access road design included in the bid documents to a 12'-0", porous pavement surface that included retaining walls where required, pitch of surface no greater than 10% and DRA will provide cross sections and graphic turning radius diagrams. Motion seconded by Kerry. After further discussion the motion passed 6-1 with 1 abstention.***
- **Johnson Property conflict resolution:**
 - Mike Farrell was asked for an update on the issue
 - The town's legal counsel, Mike and the Board of Selectmen or reviewing with the Johnsons.

- DRA and MBC reminded the committee that the project documents that are out to bid include work that would impact the existing driveway. If possible any direction that change the bid documents should be forwarded in a week in order to make the last addenda.

8) Next Building Committee Meetings:

- Tuesday, September 10, 2013 @ Town Hall - 7:00 PM
- Tuesday, September 24, 2013 @ Town Hall - 7:00 PM

Motion to adjourn by Jeff and second by Stuart, all present voted approval